

**Renton Airport Advisory Committee**

Minutes

July 25, 2012

Meeting called to order at 5:35pm by Chairman Ulf Goranson, who welcomed the RAAC Members and Brad and his team from Barnard Dunkelberg and Deepeka and Janelle from the FAA.

1. Membership Attendance Issue: Ulf noted that at the start of this meeting there are 13 of 15 filled voting positions present.
2. Brad started with an overview of the Sustainability Management Plan with the RAAC members. Brad explained that the Sustainability Management Plan provides a framework in which the Airport's Initiatives (strategies or projects that the airport is undertaking)
3. See Brad's power point presentation, attached to end of minutes.
4. Highlights of the presentation:
  - Monthly data collection and uploading to Sustainability tool
  - Members felt reporting should be done at least quarterly and uploaded to the City's webpage where it can be reviewed and commented on, and to provide the public with a more in-depth source of information about the airport of the airport's webpage.
  - Review the Sustainability Plan every two years based on the fiscal year of the Plan – July to June.
5. Chuck Kegley asked about the initiatives that were identified by RAAC members at the December meeting and where to find those. Brad responded that they are listed in the appendix of the Sustainability Management Plan and organized by level of importance for quick reference. Ulf commented that all the initiatives should be readily available to the public upon request even if those initiatives aren't high priority on the overall list.
6. Discussion then occurred about how to keep Sustainability Management Plan in place over the long-term and how to make the framework in the plan to imbedded in the customs and culture of the RAAC do it does not die out over time or become discarded with a change in Airport Management staffing.
7. Reporting period of the data being tracked against the goals is flexible, but the concept is to update the data and report on an annual basis. Ulf suggested putting the Sustainability Tool on the webpage every reporting period.
8. Diane commented that there should be a provision for a disaster situation that causes a drastic change in the reporting. Brad responded that a journal entry can be made to indicate sudden changes in environment, and that any special notations need to be added as journal entries to the Tool.
9. Brad demonstrated the Reporting and Tracking Tool (in Excel) and how it is populated with data and how to read it.
  - Includes complete list of goals and initiatives

- Marlene commented on the complexity of tracking each of the initiatives
  - Active initiatives will be populated into the annual report from the other database sheets
  - Initiatives can be added or dropped as time goes on
  - Includes historic tracking that will be populated through data input
  - Marleen mentioned that the Tool lacks identifying the quality of life
  - David Basco suggested that it be used to promote the Airport and/or City to the public
10. Exercise in using the reporting worksheet tab. Members contributed to the exercise using the RNP Approach as an example initiative.
11. Brad briefly reviewed the Sustainability Management Plan document
12. Next Steps – finalize documentation and tracking tool
- Publish first quarter report in January 2013 and first fiscal annual report in June 2013.
13. Al Banholzer asked about the usefulness of Tool vs the workload added. Bob Dempster suggested bringing the report to the RAAC for further input to back up Ryan's placement of negative, neutral and positive under each active initiative. Diane asked about instructions for using the Tool, and Brad responded that instructions are included in the first tab of the worksheet. Ulf mentioned that there might need to be some regulatory requirement put in place to ensure that the tool and report are maintained in perpetuity. Bob Dempster commented that once the reporting begins, the Council should have the opportunity to see how the reporting works and maybe support the regulation and requirement.
14. The Sustainability Aviation Guidance Alliance website [www.airportsustainability.org/](http://www.airportsustainability.org/) lists all the initiatives that other airports have pursued in order to become more sustainable. Anyone can view the website and learn what other sustainability initiatives other airports have pursued.
15. Doug Jacobson was introduced as the new Deputy Public Works Administrator in Transportation.
16. Prior meeting minutes approved unanimously.

Meeting adjourned at 7:18pm

## **Renton Airport Advisory Committee**

RAAC Members ***Present*** (07.24.2012)

RAAC Members ***Absent*** (07.24.2012)

### **1. Kennydale** (1 Voting Member)

Marleen Mandt

Mark Hancock

### **2. Highlands** (1 Voting Member)

KC Jones

Richard Siers

### **3. Talbot Hill** (1 Voting Member)

Matthew Devine

Jennifer Ann Rutkowski

### **4. South Renton** (1 Voting Member)

Robert Moran

*Vacant*

### **5. West Hill** (1 Voting Member)

*Vacant*

*Vacant*

### **6. Renton Hill/Monterey** (1 Voting Member)

David Basco

*Vacant*

### **7. North Renton** (1 Voting Member)

Ben Johnson

Lee Chicoine

### **8. Airport Leaseholders** (2 Voting Members)

Chuck Kegley

Mike O'Leary

Robert Ingersoll

*Vacant*

### **9. Airport – At – Large** (2 Voting Members)

Diane Paholke

Todd Banks

Ulf Goranson

*Vacant*

### **10. Boeing** (1 Voting Member)

Scott Pelletier

Steve Carlson

### **11. Aircraft Owners and Pilots Association** (1 Voting Member)

Robert Dempster

*Vacant*

### **12. WPA-Green River Chapter** (1 Voting Member)

Al Banholzer

### **13. Mercer Island**

Council Member Mike Cero

#### **NON-Voting Members and City Staff**

##### **State Representative** (1 Nonvoting Member)

*Vacant*

##### **FAA Representative** (1 Nonvoting Member)

Deepa Parashar

Janelle Barrilleaux

City Staff

Doug Jacobson

Ryan Zulauf

Jonathan Wilson

Susan Campbell-Hehr

Marcie Palmer

##### **Guests and Consultants**

Brad Rolf, Mead and Hunt

Mary Vigilante, Synergy Consulting

Burr Steward, BURST